

ATTACHMENT A

Workforce Investment Act Rapid Response Grant Request

Purpose: To provide procedures for applying for the availability and use of Workforce Investment Act (WIA) Rapid Response funds for dislocations and emergency situations.

Content: The success of transitioning workers from a dislocation to reemployment hinges on the ability of Indiana's workforce development system's to respond rapidly to local events. Events such as these are difficult to plan for and can put a strain on the formula-allocated dislocated worker funds in a given region.

Consistent with WIA, Indiana's Rapid Response objective will be to develop an appropriate response tailored to the immediate and long term needs of the affected workers in conjunction with regional operators. The strategies used to meet this objective will be to identify and arrange/provide appropriate pre-layoff and core services to address the needs of the maximum number of dislocated workers *prior to layoff*.

It is expected that the regional operator will act as project manager for all mass layoffs or plant closure, including those that impact 50 or more workers. As such, the project manager will be responsible for coordinating the RR event/s. The project manager will be expected to utilize all funding streams and staff appropriate to the event.

Expectations: Consistent with quality Rapid Response design principles, Rapid Response will follow the time-proven protocols such as initial on-site meetings and orientations. The Department of Workforce Development promotes the development of a strategic plan for each event. During the planning stage various stakeholders and service providers will agree upon what services need to be provided, who can provide them and when and where they will be provided.

Application/Request Process:

- The regional operator will work with the state Rapid Response director to determine the need for, and amount of an emergency grant to address a specific dislocation event.
- Rapid Response Grant funds may be used for Rapid Response activities including pre-layoff, core, significant staff-assisted intensive services, and training. Any participant entering significant staff-assisted intensive services must be enrolled in WIA. Workers who receive core services only will be counted as participants for common measures, but not against the WIA performance standards. For Trade-certified events, the Department would expect that most of the training programs would be funded by TAA; however, the workers would still be co-enrolled in WIA prior to the completion of training.
- The request and the attached worksheet should be completed, signed by the regional operator and sent via email to the state Rapid Response director. Once reviewed and approved, DWD will issue a letter of approval to the regional operator. This confirmation will authorize the regional operator to begin expending funds as of the date of approval for expenditures indicated in the letter of approval. The funds will be modified into the local grant and will be available to replace formula funds expended on approved services.